

**Calvert County  
Intended Use Plan**

**CALVERT COUNTY MENTAL HEALTH CLINIC  
FEDERAL FISCAL YEAR 2010  
PROJECTS FOR ASSISTANCE IN  
TRANSITION FROM HOMELESSNESS (PATH)  
INTENDED USE PLAN  
(STATE FISCAL YEAR 2011)**

- 1. Provide a brief description of the provider by organization receiving PATH funds including name, type of organization, services provided by the organization and region served.**

Calvert County Core Service Agency (CSA)  
P.O. Box 980  
Prince Frederick, Maryland 20678

The Core Service Agency (CSA) is the local mental health authority responsible for planning, managing, and monitoring public mental health services at the local level. Calvert County CSA operates within the Calvert County Health Department.

Calvert County is a rural community in Southern Maryland. It is a peninsula on the Western shore of the Chesapeake Bay and is also bordered by the Patuxent River. Calvert County is one of Maryland's smallest counties, covering approximately 219 square miles. It used to be a predominately a farming community but is becoming more suburban every year. The family farm is becoming extinct. Calvert's population tops 88,000 people. Since 1990 the County has shown a population increase of 40%. According to the 2008 County homeless survey there were 350 unduplicated homeless households and 1,121 services to individuals (includes children).

- 2. Indicate the amount of PATH funds the organization will receive.**  
\$30,380 in federal PATH funds will be received.
- 3. Describe the organization's plan to provide coordinated and comprehensive services to eligible PATH clients, including:**
  - a. Projected number of enrolled clients to be served in FFY 2010. Percentage of clients that are projected to be "literally" homeless.  
The projected number of clients to be served in FFY 2010 is one hundred and Twenty four. (124) of which it is projected that approximately 18% will be "literally" homeless.
  - b. Services to be provided using PATH funds:  
The specific services that would be provided are: outreach, screening, case management, relevant housing services; referrals for primary health, community mental health services, substance abuse treatment, job training programs and educational services.

c. Community organizations that provide services to PATH eligible clients.

- Calvert Co. Detention Center (CCDC)-PATH Case manager refers inmates for mental health services and available housing programs upon release.
- Shelter Plus Care Housing Program (SPC)-PATH eligible clients are assessed for their qualifications and participation in the SPC Housing Program.
- Housing Authority-provides Section VIII certificates and RAP funds to PATH eligible clients.
- Project ECHO Homeless Shelter (PE)-provides temporary and safe housing for the homeless.
- Safe Harbor Shelter (SH)-a safe haven for PATH eligible women and their children who are victims of domestic violence.
- Southern Maryland Community Network (SMCN)-provides case management and rehabilitative services to PATH eligible clients.
- Mental Health Clinic (Jail Program)-PATH case manager refers inmates in need of mental health evaluations, group and individual therapy, and medication monitoring.
- Department of Social Services (DSS)-PATH eligible clients are referred to DSS for entitlements such as: food stamps, medical assistance, temporary cash assistance, pharmacy assistance, day care vouchers, etc.
- Department of Rehabilitative Services (DORS)-PATH eligible clients are referred to DORS for job assessment, training and placement, continuing education, computer skills, resume development, etc.
- Catholic Community Services (CCS)- PATH eligible clients frequently use the Food Pantry to obtain groceries, the "Yard Sale" annex has free and discounted clothing, and CCS will assist in budget planning and one time a year assist with an energy or utility bill.
- Calvert Co. Substance Abuse-PATH eligible clients are provided out patient or inpatient services, whatever is deemed necessary.

d. Gaps in current services:

There are gaps in services to PATH eligible clients, such as; lack of low income housing, lack of affordable rental housing, lack of transitional housing for inmates coming from the detention center, lack of accessible transportation, and lack of affordable daycare.

e. Services available to clients with both a serious mental illness and a substance use disorders:

Mental Health and Calvert Substance Abuse work in a collaborative effort to identify and provide Mental Health and Drug Treatment interventions and services.

f. Strategies for making suitable housing available to PATH clients:

- The Shelter Plus Housing program is facilitated through the Mental Health Clinic.
- Section 8 vouchers are managed through the Calvert County Housing Authority.

- RAP money is managed through the Calvert County Housing Authority.
- Connection to low income housing that is managed through the Calvert County Housing Authority, Tri-County Community Action, and private providers (Prince Frederick Village).

**4. Describe participation of PATH local providers and the HUD**

**Continuum of Care program and any other planning, coordinating or assessment activities:**

Our local PATH program is directly involved in developing the Continuum of Care through the Southern Maryland Regional Homeless Board, of which each county in the continuum has five voting members. The Calvert County PATH case manager is the Regional Homeless Boards vice-chairman. The PATH case manager is also a member of the Calvert County Homeless Board.

**5. Describe (a) the demographics of the client population; (b) the demographics of the staff serving the clients; (c) how staff providing services to the target population will be sensitive to age, gender and racial/ethnic differences of clients: and (d) the extent to which staff receive periodic training in cultural competence.**

(a) The demographics of PATH clients in FFY2009 were: 69% white, 29% African American, 1% American Indian, and 1% biracial. 100% of these races are non-Hispanic.

(b) The PATH case manager has experience in working with diverse populations. The case manager is white, but her family is racially diverse.

(c) The PATH case manager has experience providing case management services to adolescents, adults, and geriatrics. The PATH case manager also works closely with both genders, and has a background working with a multi-cultural clientele because of her previous work as a case manager at a local non-profit organization.

(d) The PATH case manager completed a class about cultural awareness in the field in the last year. She has a history of working with a diverse population.

**6. Describe how persons who are homeless and have serious mental illnesses and any family members will be involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. Also, are persons who are PATH eligible employed as staff or as volunteers? Do person who are PATH-eligible serve on governing or formal advisory boards?**

The Core Service Agency Advisory Board reviews all grants for Calvert County Core Service Agency funds. The Core Service Agency Advisory Board has both consumers and family member's representation on the board. The Calvert County Mental Health Clinic also has an Advisory Board that has both consumers and family members as representatives. In the development of the Mental Health Plan for Calvert County there is consumer and family member representation on the various committees, but at this time none of these representatives are PATH eligible. There are no PATH-eligible people who are employed as staff or as volunteers.

**7. Provide a budget narrative that provides details regarding PATH Federal and match (i.e., State and local) funds.**

POSITION	ANNUAL SALARY	PATH FUNDED FTE	PATH FUNDED SALARY	TOTAL
PATH Case Manager	\$ 38,480	0.8	\$ 30,000	\$ 30,000
Fringe				\$ 0
Travel	\$1,646		0	\$ 0
Equipment				\$ 0
Supplies				\$ 0
Contractual Services				\$ 0
Construction				\$ 0
Other: Training	\$0		\$ 380	\$ 380
TOTAL DIRECT COSTS	\$ 40,126		\$ 30,380	\$ 30,380
TOTAL INDIRECT COST	0		0	\$ 10,126
TOTALS	\$40,126		\$ 30,380	\$40,506

**8. Indicate at least three outcome goals you will use to measure the effectiveness of PATH funded services.**

The outcome measures that we expect to use to measure the effectiveness of PATH funded services are:

- 1) There will be at least a 3% increase in the number of homeless persons contacted.
- 2) There will be a 3% increase in contacted homeless persons with serious mental illness who become enrolled in services.
- 3) There will be a 3% increase of enrolled homeless persons who receive community mental health services.

# **Carroll County Intended Use Plan**

***CARROLL COUNTY PROJECTS FOR ASSISTANCE IN TRANSITION FROM  
HOMELESSNESS (PATH) INTENDED USE PLAN  
FEDERAL FISCAL YEAR 2010 (STATE FISCAL YEAR 2011)***

- 1. Provide a brief description of the provider by organization receiving PATH funds including name, type of organization, services provided by the organization and region served.**

The Carroll County Core Service Agency (CSA) receives PATH funds. The CSA is responsible for planning, managing and monitoring public mental health services for Carroll County, MD. The CSA contracts with Keystone Services of Maryland (KSM) to provide PATH services. KSM is a non-profit organization and provides intensive case management services to individuals with severe and persistent psychiatric disorders. KSM also provides services to individuals with psychiatric disorders incarcerated in the local detention center, administers the Shelter Plus Care (S+C) housing program, provides psychiatric rehabilitation program services and one-to-one therapeutic behavioral aides for children with serious emotional disturbances. Carroll County, MD is a rapidly-growing suburban community northwest of Baltimore. About 93% of the population is Caucasian, with growing Hispanic and African-American populations. Carroll County has median household income of \$78,348. Rental property is only 18% of the housing market and maintains a 4% vacancy rate.

- 2. Indicate the amount of PATH funds the organization will receive.**

The CSA will receive \$37,000, with 100% being passed along to KSM.

- 3. Describe the organization's plan to provide coordinated and comprehensive services to eligible PATH clients including:**

- a. The projected number of enrolled clients who will receive PATH-funded services in Federal Fiscal Year (FFY) 2009. Indicate what percentage of clients served with PATH funds are projected to be "literally" homeless (i.e., living outdoors or in an emergency shelter) rather than at imminent risk of homelessness.**

50 people will be served, with 38 (75%) being literally homeless.

- b. List services to be provided, using PATH funds.**

Outreach services; screening and diagnostic treatment services; case management; technical assistance in applying for housing assistance; staff training; referrals for primary health services, job training, educational services and relevant housing services. All services will be coordinated through a comprehensive care plan addressing needs and goals for each area. Because KSM also operates the Maryland Community Criminal Justice Treatment Program in the Carroll County Detention Center, the PATH case manager has available access for "in-reach" into the detention center.

- c. Community organizations that provide key services (e.g., primary health, mental health, substance abuse, housing, employment) to PATH eligible clients and describe the coordination with those organizations.**

Carroll Co. CSA for coordination of public mental health services and emergency assistance; Access Carroll and Mission of Mercy for primary health care and prescriptions; Mosaic Community Services, Prologue and KSM for psychiatric rehabilitation program services; Mosaic Community Services, Villa Maria, Youth Services Bureau and Finksburg Counseling for treatment of psychiatric disorders; Mosaic Community Services and STEP for supported employment; Division of Rehabilitation Services (DORS) for vocational assessments, training and job coaching; KSM for targeted case management and coordination with jail services and S+C; Human Services Programs for shelters, case management, emergency funds, rental assistance and eviction prevention; Social Security Administration, Department of Social Services and Department of Health and Mental Hygiene for entitlement benefits; On Our Own for peer supports, recreation and self-help groups; Carroll County Citizens Services and Westminster Bureau of Housing and Community Development for HUD vouchers, Weatherization Program, special loans and Bridge Subsidy for housing; Health Department Addictions Bureau, Junction and Westminster Rescue Mission for substance abuse treatment; Rescue Mission, Shepherd's Staff, North East Social Action Program, Mt. Airy Net, ESCAPE Ministries, St. Vincent de Paul Society, St. John's Church, Goodwill, Salvation Army, Taneytown Sharing and Caring, Carroll County Food Sunday, and Second Chances for food, emergency assistance, soup kitchens, clothing, furnishings; Carroll Area Transit System for transportation; Maryland State Psychiatric Hospitals, Veterans Administration Medical Centers and local general hospitals for inpatient psychiatric and somatic care; Carroll Hospital Center for Intensive Outpatient and Partial Hospitalization Programming.

Coordination occurs through the Behavioral Health and Addictions Advisory Council, an oversight committee for psychiatric and substance abuse issues as they relate to other supports and services; Carroll County Circle of Caring/Homeless Board; Carroll County Housing Committee; Community Service Point (Homeless Management Information System) for all services used for PATH and all services coordinated through Continuum of Care; Partnership for a Healthier Carroll County and workgroups of these committees. The CSA and Value Options coordinate all psychiatric treatment for individuals without insurance or who have Medical Assistance or Primary Adult Care benefits.

- d. Gaps in current service system.**

Affordable decent rental housing; access to psychiatric treatment (especially urgent care); lack of integration of substance abuse and mental health treatment; insufficient lengths of inpatient stays for psychiatric care; emergency/crisis services including residential crisis services; delays in processing Medical Assistance and Primary Adult Care applications; insufficient resources such as TEMHA, addictions treatment.



- e. **Services available for clients who have both a serious mental illness and substance use disorder.**

Mosaic Community Services, Junction and the Health Department Addictions Bureau offer limited integrated treatment for these co-occurring disorders. Double Trouble in Recovery, a 12-step program for individuals with co-occurring disorders, is offered through On Our Own. Care Connection provides offsite psychiatric rehabilitation programming for individuals with serious mental illness and co-occurring substance use disorders. Simultaneous treatment is offered through Junction and the Health Department's Addictions Bureau for addictions and through Mosaic Community Services, Villa Maria, Youth Services Bureau and Finksburg Counseling for psychiatric disorders. The county also now has a long term treatment center for substance abuse that is able to serve individuals with some co-occurring psychiatric disorders.

- f. **Strategies for making suitable housing available to PATH clients (e.g., indicate the type of housing usually provided and the name of the agency that provides such housing).**

Mosaic Community Services offers 28 scattered site residential rehabilitation program (RRP) beds. Prologue offers another 23 RRP beds and Way Station offers six additional RRP beds. KSM manages the 9 S+C beds. Human Services Programs operates a number of scattered site permanent housing programs with HUD funding. Westminster Housing and Community Development and Carroll County Citizens Services offer scattered site section 8 housing. Carroll County Citizens Services (with the CSA) coordinate the Bridge Subsidy Program offering scattered site HUD housing. Main Street Housing offers Permanent Supported Housing for individuals with psychiatric disabilities. The CSA, Salvation Army and Human Services Programs offer assistance with security deposits, first month's rent, eviction prevention and assistance with utilities. The Circle of Caring/Homeless Board promotes a shared vision among the agencies to address the needs of the homeless. KSM has done an excellent job of working with landlords to open rental opportunities. Through the Housing Committee, member agencies work to see if they can partner consumers needing housing services with each other.

4. **Describe the participation of PATH local providers in the HUD Continuum of Care Program and any other local planning, coordinating or assessment activities.**

KSM participates in the Circle of Caring/Homeless Board's meetings and subcommittees. They use Community Service Point to input data in the HMIS and help coordinate services. KSM also participates in the monthly Housing Committee meeting to discuss consumers and resources. KSM provides training to staff in the local shelters to help them better meet the needs of consumers. They also participate in regular meetings sponsored by the Maryland Mental Hygiene Administration and CSA.

5. **Describe: (a) the demographics of the client population; (b) the demographics of the staff serving the clients; (c) how staff providing services to the target population will be**

**sensitive to age, gender, and racial/ethnic differences of clients; and (d) the extent to which staff receive periodic training in cultural competence.**

Thus far in FY 2009, 98% of the consumers enrolled in PATH are Caucasian, with 2% being African American, 0% Hispanic/Latino and 0% American Indian; 45% are male and 55% are female; 32% are 18-34, 36% are 35-49; 26% are 50-64 and 6% are 60-74. KSM has one female Caucasian case manager in the 35-49 age range and a female Caucasian diagnostician in the 50-64 age range. They have the ability to use male case managers (all Caucasian) if a male expresses a preference. Staff is sensitive to age, gender and racial/ethnic issues and makes all possible accommodations. KSM staff undergoes annual cultural competence training required by their parent corporation. They also have opportunities to attend other cultural competence trainings offered through other agencies and the Maryland Mental Hygiene Administration.

- 6. Describe how persons who are homeless and have serious mental illnesses and any family member will be involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. Also, are persons who are PATH-eligible employed as staff or as volunteers? Do persons who are PATH-eligible serve on governing or formal advisory boards?**

KSM actively recruits homeless consumers and/or family members to participate on the KSM Advisory Board and Circle of Caring. The Behavioral Health and Addictions Advisory Committee consistently attempts to have consumer representation as well. Consistent attendance by these members is difficult to achieve. No homeless consumers are employed or serve as volunteers. PATH staff are integral members in the Continuum of Care process, and bring their insights into that planning and coordinating process. KSM conducts consumer satisfaction surveys to determine how consumers and families perceive PATH services. Additionally, KSM has a formal grievance/appeal process.

7. Provide a budget narrative that provides details regarding PATH Federal and match (i.e., State and local) funds.

POSITION	ANNUAL SALARY	PATH FUNDED FTE	PATH FUNDED SALARY	TOTAL
Case Manager	0	1.0	\$24,700	\$ 24,700
Licensed Mental Health Professional	0	.075	\$3,700	\$3,700
Fringe			\$5,760	\$5,760
Travel			\$1,060	\$1,060
Equipment			\$0	\$0
Supplies			\$1,000	\$1,000
Contractual Services			\$0	\$0
Construction			\$0	\$0
Other			\$0	\$0
Total Direct Costs	0		\$36,220	\$36,220
Total Indirect Cost		-	\$780	\$780
<b>TOTALS</b>	0		\$37,000	\$37,000

8. Indicate at least three outcome goals you will use to measure the effectiveness PATH funded services (State Requirement).

- PATH will enroll at least 72% of consumers referred or identified through outreach efforts.
- The average federal cost of enrolling homeless persons with serious mental illnesses in services in FFY 10 will not exceed that of FFY 09.
- PATH will actively engage at least 72% of enrolled consumers in mental health treatment services.

**Cecil County  
Intended Use Plan**

**Cecil County Health Department  
Mental Health Core Service Agency  
Federal Fiscal Year 2010  
Projects for Assistance in Transition from Homelessness (PATH)  
(State Fiscal Year 2011)  
INTENDED USE PLAN**

1. **Provide a brief description of the provider by organization receiving PATH funds including name, type of organization, services provided by the organization, and region served.**

**Name** – Cecil County Mental Health Core Service Agency (CSA)

**Organization** – Cecil County Health Department

**Type** – Community Public Health Provider

**Services provided** – Community Public Health Services

**Region** - Cecil County is located at the northeastern tip of Maryland and borders both Delaware and Pennsylvania. Both the I-95 and Route 40 corridors bisect the county's 348 square miles of land area from north to south. The county is governed by a five-commissioner system. The county seat is Elkton and there are eight incorporated towns. The estimated population as of July 1, 2008 for Cecil County was 99,926\*, a 16.3 percent growth between 2000 and 2008, exceeding the percentage of growth found across Maryland as a whole. The median age is 35.8 years. Out of 24 jurisdictions in Maryland, Cecil County was the second fastest growing county. As of July 1, 2008, the population was composed of 91.6 percent White, 5.8 percent African American/Black, 0.3 percent American Indian and Alaskan Native, 1.0 percent Asian, and 1.2 percent multiracial\*\*. Approximately 24 percent of the population is 18 years of age and under; 11.5 percent is 65 years of age and older. (\*Source: U.S. Census Bureau, 2008 American Community Survey) (\*\* Source: Data Population U.S. Census Bureau, 2008)

2. **Indicate the amount of PATH funds the organization will receive.**

The Cecil County Mental Health Core Service Agency will receive \$5,000 in PATH funds.

3. **Describe the organization's plan to provide coordinated and comprehensive services to eligible PATH clients, including:**

- a. **The projected number of enrolled clients who will receive PATH funded services in Federal FY 2010. Indicate what percentage of clients served with PATH funds are projected to be "literally" homeless (i.e. living outdoors or in an emergency shelter rather than at imminent risk of homelessness.**

Of the 8 recipients served in the Federal FY2010, 50% are projected to be “literally” homeless.

**b. List services to be provided, using PATH funds.**

Services to be provided using PATH funds are a “One-Time-Only” per client assistance for security deposits and the first month rent payment to assist in establishing residency for homeless individuals and preventing evictions. A one-time-only per individual motel night may be subsidized to prevent living on the street or other places not intended for habitation in cold weather conditions. The Cecil County CSA will use outreach services to connect approximately 8 homeless individuals who have a serious mental illness or a co-occurring disorder to services and/or housing.

The CSA will continue to collaborate with other community providers to increase service access and service provision to individuals who are homeless. Access to food and additional showering spaces in the community are two priority activities of the grant. Not all homeless individuals are willing to accept services at the time of the initial interview. Frequent visits to re-enforce services to the target population may help to build a level of trust with outreach service workers.

**c. Community organizations that provide key services (e.g., primary health, mental health, substance abuse, housing, employment) to PATH eligible clients and describe the coordination with those organizations;**

Community organizations that provide key services to clients eligible for PATH services are the Section 8 Housing Program and the Shelter Plus Care Program. The local shelters will house homeless individuals when vacancies exist. The local community hospital, Union Hospital of Cecil County (UHCC), has a 13 bed behavioral health unit that offers acute in-patient treatment with appropriate referrals.

Cecil County Health Department (CCHD) provides an array of health services – including but not limited to telepsychiatry, communicable disease control, reproductive health care, and a tobacco cessation program. Clients with co-occurring disorders have access to alcohol and/or substance abuse counseling through the CCHD Alcohol and Drug Recovery Center. This rural region has a limited choice of mental health services and resources. Upper Bay Counseling & Support Services, Inc. (UBCSS) is the main outpatient mental health center provider in this area. In addition UBCSS operates an active supported employment program, a school based mental health program, a jail mental health program, targeted case management services, Outpatient Mental Health Center services, a newly organized urgent care program, a Residential Rehabilitation Program (RRP), and a Psychiatric Rehabilitation Program (PRP). The on-site PRP at UBCSS is divided into specialized focus groups to address diversity, age, cognitive levels, and other needs of special diagnoses. There are also three homeless shelters in Cecil County and a faith based winter rotating shelter to

provide shelter and bed nights for up to 35 community homeless individuals or families.

**d. Gaps in current services system;**

Gaps in the current services system are: 1.) Shortage of psychiatrists and other mental health professionals are needed. 2.) Limited availability of affordable housing and landlords willing or able to rent to the targeted population. 3.) Lack of respite services for qualifying clients, and 4.) Crisis bed providers are not available in the Cecil County area, and 6.) mobile treatment teams / ACT teams.

**e. Services available for clients who have both a serious mental illness and substance use disorder;**

Clients with co-occurring disorders are currently offered psychiatric rehabilitation services through Turning Point which addresses issues of the co-occurring disorder. Community Alcoholics Anonymous and/or Narcotics Anonymous fellowship groups are available. Individual and group substance abuse counseling as well as co-occurring groups are available through the Cecil County Health Department Alcohol and Drug Recovery Center.

**f. Strategies for making suitable housing available to PATH clients (e.g. indicate the type of housing usually provided and the name of the agency that provides such housing);**

Making suitable housing available to PATH clients in Cecil County is a challenge. Finding landlords that are willing to rent to the targeted population and accept the affordable fair market rental pricing is a near impossibility. Scanning the local newspapers for advertised vacancies, outreach and advocacy are methods which have resulted in securing home sites for the intended population. Joint efforts by UBCSS and the CSA are being used with community landlords to report possible space vacancies before a tenant moves from the occupied apartment.

**4. Describe coordination between the PATH local providers and the HUD Continuum of Care Program and any other local planning, coordinating or assessment activities.**

Coordination between local community providers for PATH consumers and the HUD Continuum of Care Program are well meshed to provide the best outcome available for this rural area.

The Cecil County Community Providers for Homeless Individuals group convenes monthly to address issues, share updates, and problem solve. Food, clothing, bath/personal hygiene provisions, shelter, monies to support temporary lodging, and information on how to apply for entitlements are provided by this group. All members participate in the Point In Time Survey and gather homeless data for the county. Members of the committee include staff of local homeless shelters and faith-based organizations (Clairvaux Farm, Settlement House, the

local men's shelter, Beit Ha Torah Jewish Relief Center, and other local community faith based organizations), the Help Center, Salvation Army, Red Cross, Cecil County Senior Services and Community Transit (formerly Department of Aging), Department of Social Services, Cecil County Housing & Community Development Office, Perry Point Veterans Administration, Upper Bay Counseling & Support Services, Inc. and the Cecil County Health Department.

**5. Describe: (a) the demographics of the client population; (b) the demographics of the staff serving the clients; (c) how staff providing services to the target population will be sensitive to age, gender and racial/ethnics differences of clients; and (d) the extent to which staff receive periodic training in cultural competence.**

a. Client Population: The projected population from the estimated July 1, 2008 People QuickFacts Census for Cecil County was 99,926, a 16.3 percent growth over the 2000 population of 85,951. Out of 24 jurisdictions in Maryland, Cecil County was the second fastest growing county.

b. Staff: The staff providing services are community residents, predominately White, and over the median age of 35.8 years.

c. Staff sensitivity: Staff providing services to the targeted population will practice professional behavior towards all consumers as well as their family members and significant support system. This includes contact via telephone conversations, face-to-face contacts, group meetings, or other public encounters. Confidentially, dignity, respect, and anti-stigmatism are basic elements of communication that will be practiced.

d. Cultural Training: Cultural Competence Training is available for staff to promote sensitivity to age, gender, racial/ethnic diversity, and other individual issues. The Cecil County Health Department has implemented several culturally sensitive services. Language Link provides document translation and telephone interpreters. The Health Department is also able to arrange for on-site interpreting in Spanish. Selected printed information is also available in Spanish.

**6. Describe how persons who are homeless and have serious mental illnesses and any family members will be involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. Also, are persons who are PATH-eligible employed as staff or as volunteers? Do persons who are PATH-eligible serve on governing or formal advisory boards?**

The Cecil County CSA has invited the directors and staff of local homeless shelters as well as those residing at the shelters to the monthly Cecil County Community Providers for Homeless Individuals meeting. The CSA will continue to invite and encourage homeless consumer input concerning their priorities, needs, and suggestions. The CSA aspires to include and empower the target population for the PATH project to take an active role at the organizational level of planning, implementation, and evaluation of the PATH funded services.



Currently there are no PATH eligible consumers employed as staff or volunteers in the PATH Program. However, homeless individuals currently participate in the monthly Community Providers for Homeless Individuals meetings.

**7. Provide a budget narrative that provides details regarding PATH Federal and match (i.e., State and local) funds.**

POSITION	ANNUAL SALARY	PATH FUNDED FTE	PATH FUNDED SALARY	TOTAL
Personnel				\$0
Fringe (25%)				\$0
Travel				\$0
Equipment				\$0
Supplies				\$0
Contractual Services	\$60,000	.05	\$3,800	\$63,800
Construction				\$0
Other			\$1,000	\$1,000
Total Direct Costs	\$60,000		\$4,800	\$64,800
Total Indirect Cost		-	\$200	\$200
<b>TOTALS</b>	<b>\$60,000</b>		<b>\$5,000</b>	<b>\$65,000</b>

**8. Indicate at least three outcome goals you will use to measure the effectiveness of PATH funded services (State Requirement).**

- Eight individuals will be referred to Targeted Case Management for assistance to access entitlements, housing opportunities, and connections to mental health services.
- PATH funds will prevent evictions or establish residency for 75% of the clients who receive housing assistance.
- The CSA will attempt to increase involvement and representation from homeless persons (and family members) at the planning, implementation, and evaluation levels of PATH funded services. Homeless individuals currently have input at the monthly community providers meeting either by attending the meeting or by sending information through the Meeting Ground Clairvaux Farm services coordinator.

**Charles County  
Intended Use Plan**

Charles County Department of Health  
Core Service Agency  
Projects for Assistance in Transition from Homelessness (PATH)  
Federal FY 2010/State FY 2011

INTENDED USE PLAN

**1. Provide a brief description of the provider by organization receiving PATH funds including name, type of organization, services provided by the organization and region served.**

In December, 2009, the Charles County Commissioners decided to transfer the Core Service Agency to Charles County Department of Health effective 7/1/2010. This transfer is in keeping with COMAR regulations and is a model that is in place in several counties in Maryland. The Core Service Agency will organizationally report to the Deputy Health Officer and Health Officer. The Charles County Department of Health is under the auspices of the Department of Health and Mental Hygiene and is considered a state agency. CCCSA plans, manages, and evaluates the Public Mental Health System. This agency serves individuals and families of Charles County. In the past, CCCSA has awarded PATH funds to the Angel's Watch Women's Shelter. Angel's Watch is operated by Catholic Charities of the Archdiocese of Washington DC and serves the Southern Maryland Counties of Charles, Calvert and St. Mary's. Catholic Charities is a 501(c) 3 organization which provides a host of services to special populations, including: adoption, housing assistance, family support, emergency financial assistance, emergency shelters, food pantries, refugee services, legal services, and more.

CCCSA and PATH at Angel's Watch provides homelessness assistance to Charles County residents who are dealing with personal mental health issues. Based on the 2006-2008 American Community Survey Three Year Estimates<sup>1</sup>, the population in Charles County was estimated at 140,032, a percent change of 11.7% from 2001. Seventy-three percent of Charles County residents are 18 or older; 56% are white, while the African-American population is 37% and increasing. Smaller population increases have occurred among Asian Americans, Native Americans, and Hispanics in recent years. We anticipate a significant change to report from our 2010 Census report.

With the ever-increasing Charles County population, the Waldorf area has been designated the Planned Development District where growth is concentrated. It is characterized by a large commercial district and dense housing. The Town of La Plata, located approximately 8 miles south of Waldorf is the county seat. The majority of the county's residents live in the Waldorf/La Plata corridor. There are pockets of poverty and homelessness in rural areas such as Nanjemoy. According to the 2006-2008 American Community Survey Three Year Estimates,

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<sup>1</sup> U.S. Census Bureau American Fact Finder (<http://factfinder.census.gov>)

9.4% of Charles County residents 25 years and older did not have a high school diploma or equivalency and 4.4% of families and 5.9% of individuals were living below the poverty level.

**2. Indicate amount of PATH funds the organization will receive.**

The Charles County Cores Service Agency will receive \$35,000 in PATH funds for Federal FY 2010/State FY11.

**3. Describe the organization's plan to provide coordinated and comprehensive services to eligible PATH clients, including:**

- a. The projected number of clients who will receive PATH funded services in FFY 2010. Indicate what percentage of clients served with PATH funds are projected to be "literally" homeless (i.e. living outdoors or in an emergency shelter rather than at imminent risk of homelessness);**

We are projected to serve 75 clients by the end of Federal Fiscal Year 2010. It is estimated that 80% of those clients will likely be "literally" homeless while the other 20% will live in motels, will be verging on eviction, or will be in a transitional shelter.

**b. List services to be provided using PATH funds.**

Services provided to clients include:

- Outreach
- Case worker resource & referral
- Linkage to mental health services including screening and diagnostic treatment
- Assistance in planning for housing
- Technical assistance with housing, including filling out applications, and education about programs available in Charles County
- Referrals for alcohol/drug treatment, medical care, pharmacy assistance, shelter, job training, education, employment, legal services and meeting other basic needs of clients
- Financial assistance with security deposits or one-time only rental assistance to prevent homelessness

**c. Community organizations that provide key services (e.g. primary health, mental health, substance abuse, housing, employment) to PATH eligible clients and describe the coordination with those organizations;**

All clients who are *not* receiving mental health services are referred to the Charles County Mental Health Center. For emergency Mental Health Services, we rely on Calvert Memorial Hospital or Crisis House. For medical

care, Baden Clinic; Charles County Department of Health; and Civista Hospital are the resources we use. The AERS (Adult Evaluation Review Service) nurse from the Department of Health is available to evaluate client medical/health needs and assist our clients with resources and medication management in the field.

Because housing is so scarce, we use a large variety of sources to assist clients with housing including the Department of Social Services, local real estate agents, St. Sebastian Town Homes, and housing complexes that offer their own Housing Choice vouchers. Department of Social Services, the Department of Labor Licensing and Regulation (DLLR), the Department of Rehabilitation Services (DORS) and Southern Maryland Workforce Services assist with employment needs, while the Board of Education is our main contact for ESL classes and other educational needs. Catholic Charities provides emergency shelter, transitional housing, and pharmacy assistance to those in PATH who are in need of such services. Fuller House for men is another shelter resource with whom we collaborate and Jude House is a prominent source for client referrals to PATH.

Our PATH Outreach Worker has a relationship with contact persons at all of these agencies who are aware of the particular strengths and challenges facing the people we serve. We also receive referrals from most of these organizations, so they are eager to keep the lines of communication open.

When clients exit the PATH program, they are referred for Targeted Case Management in the hope that they will continue to receive support to maintain their successes and meet new challenges. In Charles County, there is only one agency that offers this service for adults, Psychotherapeutic Services of Southern Maryland.

#### **d. Gaps in current service system;**

A lack of affordable housing in Charles County is the largest gap in services to our clients. After a client has become stable with mental health care, a viable source of income, and ongoing therapeutic case management, they must often wait months before suitable housing becomes available. Even clients who are accepted into housing assistance programs remain homeless. Unfortunately, there is often a long waiting list, and for programs that do not have their own physical housing, it may take months before housing in the community that will accept funding from those sources can be secured.

Additionally, Charles County is underserved for psychiatric services. Clients often have a 6-8 week waiting period prior to being seen by a psychiatrist at the Charles County Department of Health Mental Health Services. There is no inpatient psychiatric unit at CIVISTA, which is the Charles County community hospital and no mobile treatment is available. The CSA developed and

submitted an application for designation as a federally underserved area that is currently under review.

**e. Services available for clients who have both a serious mental illness and substance abuse disorder;**

The Charles County Substance Abuse Program through the Charles County Department of Health provides out-patient services to assist our clients with a dual diagnosis. Additionally, Walden Sierra, in St. Mary's County, provides in-patient and out-patient services. Although they are not the only provider of in-patient services in the region, Walden Sierra is typically the provider who has available beds when we are in need. This organization provides assessment, in-patient treatment, outpatient treatment and follow-up care.

**f. Strategies for making suitable housing available to PATH clients (e.g. indicate the type of housing usually provided and the name of the agency that provides such housing);**

Our strategy for housing is to assist clients in assessing their immediate housing needs and then work toward long term goals. We partner with Angel's Watch Shelter programs, Fuller House, Lifestyles, Charles County Department of Social Services, and the Safe Nights Program for clients in need of emergency shelter.

Our PATH Outreach Worker not only learns of housing assistance programs available to her clients, she also makes notes on what time of year funding opens-up for various programs. As a result, we have a history of our clients who were eligible for Rental Allowance Program (RAP) through the Charles County Department of Social Services being accepted into the program before the funds expired. Having RAP to boost their income has allowed PATH clients to take advantage of affordable housing offered through our growing relationships with local realtors and information about available housing from our client volunteers. PATH links with programs such as Shelter Plus Care and Rental Assistance (Charles County CSA), Freedom Landing, Housing Choice Vouchers, and St. Sebastian Town Homes to place eligible clients in permanent housing. The Charles County Department of Social Services and the Catholic Charities Family Center of Charles County also provide assistance for our clients to work toward their goals of permanent housing.

**4. Describe the participation of PATH local providers in the HUD Continuum of Care Program.**

CCCSA is an active member of the Charles County Emergency Shelter and Homelessness Committee, as well as the Tri-County Homeless Board. Members of the Charles County Committee, including CCCSA and Catholic Charities, work

in close coordination with the HUD Continuum of Care (COC), through the Tri County Homeless Board.

5. Describe: (a) the demographics of the client population; (b) the demographics of the staff serving the clients; (c) how staff providing services to the target population will be sensitive to age; gender and racial/ethnic differences of clients; and (d) the extent to which staff receive periodic training in cultural competence.

a. DEMOGRAPHICS OF CLIENT POPULATION

**Age:**

Less than 13 years: 0	50-64 years: 18
13-17 years: 0	65-74 years: 2
18-34 years: 39	75 years and older: 0
35-49 years: 22	Unknown: 0

**Gender:**

Male 43      Female 38

**Race/Ethnicity:**

American Indian or Alaska Native 0  
Asian 0  
Black or African American 44  
Hispanic or Latino 0  
Native Hawaiian or Other Pacific Islander 0  
White 37  
Other 0

b. DEMOGRAPHICS OF STAFF SERVING THE CLIENTS

**Age:**

Less than 13 years: 0	50-64 years: 0
13-17 years: 0	65-74 years: 0
18-34 years: 0	75 years and older: 0
35-49 years: 2 (100%)	Unknown: 0

**Gender:**

Male 0%      Female 2 (100%)

**Race/Ethnicity:**

American Indian or Alaska Native 0%  
Asian 0%  
Black or African American 2 (100%)  
Hispanic or Latino 0%  
Native Hawaiian or Other Pacific Islander 0%  
White 0%

Other 0%

c. STAFF SENSITIVITY

Our staff is consistent with the predominant racial and rural character of our clients. Both staff members share one of the predominant age groups. The gender of our clients ranks similarly for both males and females. Each of our PATH staff members is female. The culture of the Catholic Charities organization is one leading by example, employing one of the most, if not the most, diverse workforce in the State of Maryland and the District of Columbia.

d. STAFF TRAINING AND CULTURAL COMPETENCE

Catholic Charities requires all staff to participate in a multitude of competency training that is offered within the organization. At minimum, PATH workers may receive annual training in:

- Cultural Competency & Communication: Addresses sensitivity to the age, gender, and ethnic differences of clients.
- The Aging Process and Special Needs of the Elderly: Provides education of the specific conditions and/or needs of the senior population.
- Characteristics & Needs of Populations Served: Covers an array of population-specific circumstances and appropriate ways to assist those clients.
- Fundamentals of Service Delivery and Support: Addresses fundamental rights, supporting choice and self-determination; community inclusion, and individual-directed planning.
- Protecting God's Children: Provides education regarding recognition, referral and reporting of child abuse.
- Basic CPR/1<sup>st</sup> Aid
- Personal/Fire/Emergency Safety: Discusses safety at work, home and while traveling

Catholic Charities is accredited by Council on Accreditation (COA) and undergoes a rigorous agency accreditation inspection every five years. Staff training is designed to meet the rigid COA requirements.

- 6. Describe how persons who are homeless and have serious mental illnesses and any family members will be involved at the organizational level in the planning, implementation, and evaluation of PATH funded services. Also, are persons who are PATH-eligible employed as staff or as volunteers? Do persons who are PATH-eligible serve on governing or formal advisory boards?**

The Charles County Core Service Agency regularly involves consumers in all of



its planning. The Charles County Mental Health Advisory Committee has consumers who serve and provide recommendations for service programming from their perspective and needs. Consumers are hired in a variety of positions such as housing inspectors and housing specialists. In 2009, CCCSA's Mental Health Advisory Board created a community needs assessment in which 160 consumers, parents/family members of consumers and providers were surveyed - including consumers at each homeless shelter, the substance abuse, and mental health services. If additional funds are made available, the CCSA would investigate utilizing additional hours of a housing specialist to be available both in the local shelters on a regular basis and to provide office hours for the housing specialist at the consumer run drop-in center. Historically, PATH eligible individuals have been employed as PATH workers.

**7. Provide a budget narrative that provides details regarding PATH Federal and match (i.e., State and local) funds.**

POSITION	ANNUAL SALARY	PATH FUNDED FTE	PATH FUNDED SALARY	TOTAL
Outreach Worker	\$0	0.7	\$15,288	\$15,288
Supervisor	\$0	0.3	\$9,828	\$9,828
Coor. Special Prog. Iv	\$0	-.02	\$1,187	\$1,187
MCCJTP/PATH Staff	\$97,636	-	\$0	\$97,636
Fringe (25%)	\$10,453	-	\$5,738	\$16,191
Travel	\$0	-	\$1,217	\$1,217
Equipment				
Supplies	\$300	-	\$742	\$1,042
Contractual				
Construction				
Other/Housing Asst.	\$5,550	-	\$1,000	\$6,550
Total Direct Costs	\$113,939		\$35,000	\$148,939
Indirect Cost	\$1,570	-	\$0	\$1,570
<b>TOTALS</b>	<b>\$115,509</b>	<b>-</b>	<b>\$35,000</b>	<b>\$150,509</b>

**8. Indicate at least three outcome goals you will use to measure the effectiveness of PATH funded services (State requirement).**

- a. A minimum of 75 consumers will receive outreach services.
- b. 50% of those persons outreached will become enrolled in the PATH program.

- c. 75% of consumers who enroll in the PATH program will meet the goals of their treatment program (including receiving community mental health services) and/or transition to ongoing Therapeutic Case Management.
- d. 100% of consumers will have demographic, mental health, and service data collected from them.

# **Frederick County Intended Use Plan**

**FREDERICK COUNTY PROJECTS FOR ASSISTANCE IN TRANSITION  
FROM HOMELESSNESS (PATH) INTENDED USE PLAN  
FEDERAL FISCAL YEAR 2010 (STATE FY 2011)**

~  
**FREDERICK COMMUNITY ACTION AGENCY**

- 1. Provide a brief description of the provider organization receiving PATH funds including name, type of organization, services provided by organization and region served.**

The Mental Health Management Agency of Frederick County will contract with the Frederick Community Action Agency (FCAA) to provide PATH services. The FCAA, a public agency or entity of the City of Frederick, is the federally designated Community Action Agency for Frederick city and Frederick County, Maryland. According to the 2000 U.S. Census, the population of Frederick County is 195,277 persons making a total of 70,060 households. The 2000 U.S. Census reported that 8,550 persons (4.5% of the population) in Frederick County had incomes at or below the federal poverty line in 1999. More alarming is the statistic that reports 816 families or 13.8% of the families with a single-parent, female-head-of-household lived below the poverty line in 1999. Census data also indicated that 10,533 Frederick County households (15% of the total households) earned less than \$25,000 in 1999 while the median household income was reported to be \$60,276. In 2004, the U.S. Census Bureau released a report estimating that 5.9% of the Frederick County population had incomes at or below the federal poverty line. As of July 2006, the U.S. Census Bureau estimates the Frederick County population at 222,938 persons making it the 7<sup>th</sup> largest county in Maryland. Given the population growth in Frederick County, it is estimated that there are now as many as 13,153 residents (adults and children) living at or below the poverty line in Frederick County – a significant increase from the 2000 Census (i.e., 5.9% of 222,938). Frederick city is the third largest incorporated city in the state of Maryland.

- 2. Indicate the amount of PATH funds the organization will receive.**

The FCAA will receive \$77,400 in PATH funds from the Mental Health Management Agency of Frederick County through the PATH grant awarded to the Mental Hygiene Administration.

- 3. Describe the organization's plan to provide coordinated and comprehensive services to eligible PATH clients, including:**

- a. Projected number of enrolled clients who will receive PATH-funded services in FY 2010. Indicate what percentage of clients served with PATH funds are projected to be literally homeless rather than at imminent risk of homelessness.**

The FCAA anticipates serving a total of 300 different PATH clients through the use of FFY 2010 PATH funds; 100% of the clients to be served will be literally homeless in accordance with the federal definition of homelessness. From the 300 unduplicated PATH clients to be served, the FCAA anticipates serving a total of 150 different PATH clients (i.e., 150 of the 300 PATH

*clients or 50% of the total PATH clients)* through the use of FFY 2010 PATH Innovation funds for the PATH-MEDBANK Project; 100% of the clients to be served will be literally homeless in accordance with the federal definition of homelessness.

**b. List services to be provided, using PATH funds.**

Services to be provided by the FCAA include: Outreach, Case Management, Transportation and Escort, Supportive Services to PATH eligible clients residing in the FCAA Transitional Shelter, Referral Services, Staff Training, and Housing Services through the Shelter Plus Care (S+C) Program, Housing First Program, and other rental housing operated by the FCAA.

Under the Innovation component, services to be provided by the FCAA include: Medbank services to link PATH clients with free prescription medications made available through Patient Assistance Programs operated by pharmaceutical manufacturing companies; assistance in applying for Maryland Primary Adult Care (PAC) and Medical Assistance; and outreach to PATH clients who are incarcerated or otherwise institutionalized. A more detailed summary of the PATH-MEDBANK services to be provided is described in the following narrative.

**Summary of PATH-MEDBANK Services To Be Provided**

The Frederick Community Action Agency (FCAA) is proposing to continue to operate the PATH-MEDBANK Program in order to help PATH clients to more easily access prescription medications. The goal of this program component is to ensure that all PATH clients have the continued ability to access and financially maintain their psychiatric medications. To this end, the PATH-MEDBANK Case Manager will perform outreach, assist PATH clients to apply for Maryland Primary Adult Care (PAC) and/or Medical Assistance (Medicaid) Programs, and assist PATH clients to access free prescription psychiatric and somatic medications through Patient Assistance Programs offered by pharmaceutical manufacturing companies and through the Medbank Pharmacy. Medications stocked in the Medbank Pharmacy (located in Towson, Maryland) can be shipped and received within 3 to 5 days of application by the PATH-MEDBANK Case Manager.

**Outreach Services** - The PATH-MEDBANK Case Manager will provide outreach to the streets, emergency shelters, transitional housing facilities, day shelters, soup kitchens, food pantries, mental health clinics, primary care clinics, jails, detention centers, police agencies, emergency rooms, state hospitals, and private psychiatric hospitals in order to identify and engage PATH clients and to assist them in accessing Medbank and other medication assistance programs.

**Case Management Services** – The PATH-MEDBANK Case Manager will serve as a “bridge” between the PATH Program and the Medbank Program, both operated by the Frederick Community Action Agency (FCAA), in order to ensure that seriously mentally-ill clients who are homeless obtain and continue taking psychiatric medications that have been prescribed to them. A major barrier to maintaining psychiatric medication compliance is the inadequacy of financial assistance programs that help indigent people to pay for prescription medications. Homeless clients are usually eligible for Medical Assistance or Maryland Primary Adult Care, but there are frequently “gaps” in the assistance and, invariably, PATH clients stop taking their

prescribed psychiatric medications. The PATH-MEDBANK Case Manager will utilize innovative prescription assistance models like the Medbank Program, to minimize “treatment gaps”, ensure medication compliance, and assist the client in maintaining a continuity of care.

**Medbank Services** - The Medbank Program helps low- to moderate-income, uninsured, or underinsured people obtain the prescription medications they need, but can’t afford. The Medbank Program works by helping people to obtain free or low-cost prescription medications offered through Patient Assistance Programs operated by pharmaceutical manufacturing companies. The prescription must be for a medical or psychiatric condition that requires at least a 30-day supply of medication. The PATH-MEDBANK Case Manager identifies available Patient Assistance Programs by utilizing the RxBridge program, completes applications, and obtains written prescriptions and other information from the prescribing physicians. Most drug companies will then ship a 90-day supply of medications to the physician’s office and the PATH-MEDBANK Case Manager will assist the client to obtain the delivered medications. The PATH-MEDBANK Case Manager will repeat the process if medication refills are needed.

**c. Community organizations that provide key services to PATH eligible clients and describe the coordination with those organizations.**

In addition to the Frederick Community Action Agency (FCAA), the following community organizations provide key services to PATH eligible clients: Frederick County Mental Health Services, Way Station, Behavioral Health Partners, Frederick Memorial Hospital, Social Security Administration, Frederick County Department of Social Services, Legal Aid Bureau, Mental Health Management Agency, Housing Authority of the City of Frederick, Frederick County Substance Abuse Services, and the Frederick County Workforce Services. The FCAA works closely with each of these organizations in order to coordinate care, maximize resources, and to prevent a duplication of efforts.

**d. Gaps in the current service system.**

Several current and anticipated gaps in services have been identified including the lack of the following resources: emergency and transitional shelter for persons with mental illness; subsidized inpatient detoxification and rehabilitation services for dually-diagnosed clients; residential crisis services for persons in need of supervised care; and permanent affordable or subsidized housing for homeless persons. Another major gap in the current service system is access to affordable prescription medications. Although most PATH clients are eligible for Medical Assistance, many persons who are homeless and seriously mentally ill frequently lose their entitlement benefits due to hospitalizations, incarcerations, and transience.

**e. Services available for clients who have both a serious mental illness and substance use disorder.**

PATH clients are referred for evaluation and inpatient treatment to the Shoemaker Center, the Massie Unit, Frederick Memorial Hospital (FMH), Washington County Hospital, and Montgomery General Hospital. Frederick County Substance Abuse Services provides outpatient alcohol detoxification services, intensive outpatient treatment, and methadone maintenance. Day

and residential treatment for dually-diagnosed clients is also available through referrals to the Way Station. The Veterans Administration Medical Center (VAMC) in Martinsburg, West Virginia also provides inpatient treatment for homeless veterans and operates a homeless domiciliary care program; the FCAA PATH Program provides transportation to VAMC on an as-needed basis.

**f. Strategies for making suitable housing available to PATH clients.**

The FCAA operates a tenant-based Shelter Plus Care Program and operates eleven (11) units of rental housing (4 units are subsidized through Project-Based Section 8; 2 units are approved for HUD Shelter Plus Care vouchers; and 5 units are subsidized through the HUD Supportive Housing Program/Permanent Housing [modeled on the Housing First initiative]). In addition, the FCAA operates two (2) transitional shelters with a total of 41 beds for families and physically- or medically-disabled individuals. Approximately 30% of the adult shelter residents are eligible for and receive PATH funded services. Suitable housing options are addressed through referrals to a variety of agencies including the Housing Authority of the City of Frederick (HACF) that operates both public housing and a Section 8 program; Way Station that operates approximately 30 group homes including HUD Section 811 housing; other group home providers such as Alliance and the Family Services Foundation; Frederick County Department of Housing & Community Development that administers approximately 150 Section 8 vouchers/certificates; and the Mental Health Management Agency that coordinates the Shelter Plus Care Program. The FCAA is a sponsoring agency for Shelter Plus Care and assists with the operation of a tenant-based Shelter Plus Care program.

**4. Describe the participation of PATH local providers in the HUD Continuum of Care Program and any other local planning, coordinating or assessment activities.**

The Frederick Community Action Agency (FCAA) is the only local PATH provider in Frederick County, Maryland. The Director of the FCAA, Michael Spurrier, serves as the lead writer for the Frederick County Continuum of Care (CoC) and currently serves as the chair of the CoC and HMIS Committee of the Frederick County Coalition for the Homeless (FCCH). The FCCH serves as the local planning entity responsible for the development and implementation of the Continuum of Care strategy. FCAA staff members, including the PATH Case Manager, regularly attend FCCH meetings; serve on working committees, and present information on the needs of people who are homeless and seriously mentally ill. The FCAA also serves as the lead agency in conducting the annual Point-In-Time Survey of homeless populations, which serves as an important assessment tool for evaluating the needs of local homeless populations/sub-populations. Lastly, the FCAA is a major provider of homeless services in Frederick County and receives CoC funding to operate two (2) transitional housing programs and a Housing First Program that serve PATH participants. In addition to CoC planning efforts, FCAA staff members participate in the development and implementation of HUD Consolidated Plans prepared by the City of Frederick and by the Maryland Department of Housing and Community Development.

- 5. Describe: (a) the demographics of the client population; (b) the demographics of the staff serving the clients; (c) how staff providing services to the target population will be sensitive to age, gender and racial/ethnic differences of clients; and (d) the extent to which staff receive periodic training in cultural competence.**

Data from the 2000 Census reports that Frederick County has a total population of 195,277 persons with the following race demographics: 89.3% - White; 6.4% - Black/African-American; and 1.7% - Asian. Hispanic or Latino persons of any race accounted for 2.4% of the total population. The local Point-in-Time Homeless Survey, last conducted on January 27, 2010, found 303 homeless persons living in Frederick County; of that number 53 persons (17.5%) reported having severe mental health problems or needs. As required by the City of Frederick, FCAA staff members must complete annual inservice training on cultural competency and diversity provided by the City of Frederick, Department of Human Resources. Chris Bard, Case Manager; Simone Jenkins, Medical Assistant; and George Campbell, Outreach Worker are African-American; African-Americans constitute approximately 50% of the PATH population served by the FCAA. The FCAA also employs a full-time Outreach Worker, Leidy Alvord, a native of Colombia, who is fluent in Spanish; she is used for interpreting needs throughout the agency on an as-needed basis.

- 6. Describe how persons who are homeless and have serious mental illnesses and any family members will be involved at the organizational level in the planning, implementation, and evaluation of PATH-funded services. For example, are persons who are PATH-eligible employed as staff or as volunteers? Do persons who are PATH-eligible serve on governing or formal advisory boards?**

Case and treatment plans developed by the FCAA are client-centered with consumers providing constant feedback into the development of the plans. Re-engagement with family members and other support systems is often a consumer goal of the FCAA PATH Project and, once re-engaged, family members often take an active role in the development and implementation of case plans. During FFY 2001, the FCAA initiated an annual Consumer Satisfaction Survey; the survey is administered by the Hood College Center for Community Research under the direction of Dr. Kerry Strand, Ph.D. As the designated Community Action Agency, the FCAA is required to have 1/3 of its Board of Directors represent the low-income community. In addition to other low-income representatives, a formerly homeless person serves on the FCAA Board of Directors. Lastly, the FCAA employs 51 staff members (full- and part-time) including six (6) formerly homeless consumers of services (including one (1) former PATH client).



7. Provide a budget narrative that provides details regarding PATH Federal and match (i.e., State and local) funds.

**PATH PROVIDER BUDGET FFY 2010 (STATE FY 2011)**

POSITION	ANNUAL SALARY	PATH FUNDED FTE	PATH FUNDED SALARY	TOTAL
Case Manager	41,651	0.70	29,156	29,156
Outreach Worker	31,360	0.25	10,976	10,976
Medbank Case Manager	47,788	0.30	14,333	14,333
Fringe (42% of salary)	27,670		22,935	50,605
Travel	1,500		0	1,500
Equipment	0		0	0
Supplies	1,000		0	1,000
Contractual	0		0	0
Construction	0		0	0
Other: Training & Conferences	3,000		0	3,000
Total Direct Costs	99,494		77,400	110,570
Total Indirect Costs *	8,000		0	8,000
TOTALS:	107,494		77,400	118,570

\* Indirect Costs paid by the City of Frederick include: Office space, utilities, telephone service, vehicle maintenance, fuel and oil for vehicles, accounting and payroll services, clerical support for reporting and data entry, grant and program administration, information technology support, and postage.

Footnote on Local Match – Positions partially funded by local governments include Assistant Director at 0.20 FTE (supervises the PATH and PATH/MEDBANK Programs); Outreach Worker at 0.50 FTE; Outreach Worker and Van Driver at 0.50 FTE; and Medbank Case Manager at 0.20 FTE (operates the PATH/MEDBANK Program).

8. Indicate at least three outcome goals you will use to measure the effectiveness of the PATH funded services.

- One hundred-fifty (150) PATH clients (50%) will access entitlement and other benefits.
- Seventy-five (75) PATH clients (25%) will participate in mental health treatment services.
- Thirty-three (33) dually-diagnosed PATH clients (11%) will participate in addictions treatment services.
- One hundred-fifty (150) PATH clients (50%) will be enrolled in the PATH-MEDBANK Program and/or the Primary Adult Care (PAC) Program that provides medication assistance.